

Governor's Interagency Coordinating Council
on Infants and Toddlers
*"Enhancing the choice of early intervention services for infants and toddlers
with special needs and their families through community involvement."*

ICC Minutes
February 21, 2007

Minutes

Rob Morgan, Acting ICC Chair, called the meeting to order at 10:15 a.m.

Members present: Rob Morgan, Ginger Whitler, Judy Ganser, Darlene Kardatzke, Cheryl Shearer, Azar Hadadian, Phyllis Kikendall, Lora Miller, Jackie Garritano, Sheron Cochran, Paul Hyslop, Lyn Jones, Lori Crossley, Christina Endres

Guests present: Renee Nigh, Betsy Ray, Judy Hancock, Stacy Holmes, Katie Herron, Jillian Condon, JoEllen Clarkson, Karen Carlsen, Ann Ruhmkorff, Mary Chalmers, Cathy Robinson, Janet Ballard

ICC Staff present: Jan Bledsoe

ICC Discussion Items

Legislative Update – Lora Miller reported that no legislation has been introduced affecting First Steps at this time. Judy Ganser reported that Department of Health is supporting HB 1457.

Stakeholder (Independent Audit) Update – Lora reported that she got very little response from stakeholders to the November 29 scope of work that was circulated at the last ICC meeting. She sent out another document with revisions and has had minimal response. She is waiting for ARC's comments as they were the group that was the primary requester of the audit. She reported frustration with the concept of opening up the process again. Rob reported that his concern is that the scope is too broad and this process will be too expensive.

Rob referred to the minutes from the September MRDD commission meeting and requested the original testimony to ensure that the issues raised with the MRDD commission will be addressed in the audit. Several stakeholders have expressed that they would like to see a smaller group give input to the parameters. The group discussed that the process needs to get moving so that the end product will be viable.

Work Group Assignments - Jan reviewed the nominations that have been received. She would like to set some dates before day's end. Rob requested that the group focus on provider recruitment.

Challenging Behaviors Conference Call – Cheryl reported that she participated in this group's conference call and gained some great information. She is going to attend their conference in March. Issues raised include screening, lack of cross-system coordination, lack of mental health consultation, etc. Cheryl will report back to the ICC in May. Anybody who wants more information should contact Cheryl. Judy Ganser reminded the group that Sunny Starts is working on improving mental health consultation, as well as standards for various levels of early childhood care.

Cheryl reported that The Institute (April 9, 10, 11) put on by several state groups will feature guest speakers addressing challenging behaviors topics. Neil Horen and Roxanne Kaufmann, Georgetown University's Early Childhood Center, will be presenting. Members can register by going to <http://www.theinstituteforfamilies.org>.

Insurance Fact Sheet – Rob distributed a draft fact sheet for the Department of Insurance. The goal is to have something available for insurance staff in case they get questions.

Local Planning & Coordinating Councils – Mary Chalmers reported that the group is working on templates for LPCC bylaws to standardize procedures. Mary is attending meetings around the state. They are also going to be working on provider recruitment. There is a push to get letters to the editor in local communities as well as asking for First Steps coverage in their clusters.

ED Team Attendance at IFSP meetings – Lori Crossley reported that she is hearing from families in several counties that IFSP meetings are being held with just an intake coordinator and the family. Lori expressed her concern that families are missing an opportunity to ask questions of the providers. Ginger echoed that the IFSP portion of our process is not as efficient as it has been. Lora responded that what is happening is not best practice and it does not appear to be monetary. There seem to be scheduling difficulties. Janet Ballard is trying to gather information about why this is happening more than it should. Janet will get back to the ICC with more information. State staff may be able to assist with communicating expectations. Cathy Robinson reported that several on-line surveys are available to both families and providers and this issue is in the survey. They are available on the First Steps website under what's new. Lora is committed to communicating this issue with ED team members.

Other Issues - Lyn Jones reported that she's been contacted by families telling her they are not receiving the services recommended. Darlene Kardatzke reported that she has families every week that report they are going without services as well. Lora asked the group for input. Do we have over-utilization of speech? Are there just not enough speech therapists? Ginger reported that nationally, speech therapists have a supervision requirement that cannot be changed. It is difficult to get new providers when supervision arrangements are difficult. Karen Carlsen, Cluster D, discussed the complexity and the misinformation that is out there.

Lyn also brought up the issue of parents being asked to pay for the Procedural Safeguards booklet. She will get with Lora regarding this training issue for intake coordinators.

Azar reminded the group that ED teams are to decide case by case and not by which services are available. Janet Ballard reported that she has been attending quarterly ED team meetings.

The group discussed some of the misperception out there among referral sources. It would be a good idea to get talking points and FAQs out to pediatricians and family practice doctors. Darlene Kardatzke and Judy Ganser offered to edit any material drafted by the state.

Part C Coordinator Report – On behalf of Dawn Downer, several staff members reported on their area of expertise.

EDS Update – Cathy Robinson reported that there are weekly meetings with EDS. Recent statements have been sent out that reconcile insurance and cost participation. Staff has met with SPOE supervisors for training. Staff has conducted training with EDS help desk staff. Ginger asked about the reissue of the 1099s which were printed in error. There will be two 1099s issued to minimize confusion.

Cost Participation – Cathy Robinson reported that no new families have dropped out since our last meeting. Lora wants to watch the data as these new bills have gone out. It is possible that families who expected their insurance to pay will be shocked by their bills.

AEPS – Janet Ballard reported that ED teams report 10% decrease in number of children eligible for services (30% of children evaluated are not eligible). State staff expected to see that number with eligibility change, but it actually became apparent in October once the AEPS was the required tool. Old system had different specialties using their own favorite tools. Still doing "Train the Trainers" with the developers – the next one is in April (will be held at the Institute).

UTS update – Lora reported that UTS RFP is almost ready. Lora noted that a companion contract is being developed for training in the adult side of DDRS. There may be opportunities to integrate and/or coordinate. Mary Chalmers reported that curriculum revision is underway in the current UTS contract. Betsy Ray distributed a document outlining service coordination and direct service provider

training. Renee Nigh reported on upcoming UTS training and sponsored training. Ann Ruhmkorff reported that UTS is planning to hold another Service Coordination conference. (May 11). There may be a family session with this speaker either before or after.

Service Coordination Conversion – Mary Chalmers reported that employment has stabilized in the service coordination ranks. Azar asked what are the current caseload averages? Responses from the group ranged from 60s – 90s.

Annual Performance Review – Cathy Robinson distributed the Annual Progress Report on the State Performance Plan that was submitted to OSEP February 1, 2007. Ann Ruhmkorff reported that Indiana has made great strides in referral to IFSP (45 day rule). We are essentially at 100%. Transition is still challenging, but we are showing improvement. Cathy will get the signature page for Rob Morgan to sign so the ICC can use this report as their official document for OSEP. The traditional annual report will still be completed for in-state use.

Approval of Minutes

Sheron Cochran motioned to approve the November 29 meeting minutes. Lora Miller seconded and the motion carried.

ICC Chair Report

Rob reviewed process for selecting staff support. Due to our contract expiration, an ad for staff support was placed. Interest was generated but only two completed applications were returned including one from current staff. The Executive Committee reviewed the applications and determined to retain current staff.

Rob also shared that he had meeting with Madeline Will, Director of the Policy Center for the National Down Syndrome group, and discussed some of the issues facing the disability community at the state and federal levels.

Rob thanked the group for their support during his daughter's recent illness.

ICC Staff Report

Jan Bledsoe reported that two ICC state positions have recently been filled. Johnene Presley-Wheat, Foster Care, and Susan Lightle, Head Start, will be joining the ICC. Jan distributed new copies of the updated mission and vision statement and reported that more copies will be given to SPOEs and LPCCs. She also referenced the ICC Fact Sheet and the ICC Public Comment Policy that were distributed. New contact information for Rob Morgan and Jan are listed on both documents. Jan asked new members to mark their calendars for the NEC*TAC conference which will be held the first weekend of December 2007. The ICC supports registration and travel for this conference. More information will be available this summer.

Roundtables

Judy Ganser – Sunny Start update – committee for social emotional development is working on a consensus document regarding competencies. They will be getting input from American Academy of Pediatrics. Judy will get copy to Jan to distribute to ICC. Sunny Start Family group and Medical home group want to update the developmental milestone document for posting to the web. Group is also working on integration of Medical Passport documents. As they seek input, Jan will distribute materials.

Paul Hyslop – no report at this time.

Sheron Cochran – Transition guide for parents needs to be updated. Sheron will get copy to Jan for members to make comment.

Azar Hadadian – Ball State will be hosting an institute regarding children with hearing loss. Also doing two summer workshops. Azar will get information to Jan for distribution.

Darlene Kardatzke – Looking at survey to find out current practice for screening children for social emotional issues. Once approved, survey will go out to pediatricians and family practice physicians. Trying to determine what screening tools are being used and where those children are being referred.

Cheryl Shearer – Working with Infant & Toddler Mental Health Association to conduct training for foster parents and mental health providers. Also beginning discussions with autism groups to assess their needs.

Christina Endres – Participating in a focus group on the McKinney-Vento Homeless Section of "No Child Left Behind" reauthorization and learning what other states are doing. Also conducting internet-based training for homeless liaisons and service providers. Christina is finding that many of her shelters are not accessing available services.

Phyllis Kikendall – On behalf of Phyllis, Jan reminded the group to take advantage of the Institute on April 9, 10, 11. Cost is \$35 for three days (meals on your own).

Other topics

Quality Review – Ann Ruhmkorff distributed a flyer for Service Coordination Training and Technical Assistance. Two service coordinators are under contract to assist. Ann will provide more information to the ICC at the May meeting.

Lora re-distributed the scope of work for the audit that was presented at the November 29 meeting.

The meeting adjourned at 2:15 p.m.